

Subj: Update on the HCF Program
Date: 3/26/2002 8:51:00 AM Pacific Standard Time
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Hello,

As you know, Gueren Solbach accepted the HCF position for the UC Davis campus/UCDHS and began his new duties on March 1, 2002. Gueren has enthusiastically begun work on the program and offers the following progress report:

- offices, phones, computer support, etc. have been set up at both the campus and UCDHS
- a working schedule has been established with Mon./Thurs. at UCDHS; Tues, Wed. and Fridays on campus
- the recruitment for the HCF program assistant has been initiated with a final filing date for applications set at 4/10/02. Interviews are

tentatively set to take place the week of 4/22/02.

- on-site training visits have been scheduled with the HCF's at the UCI, UCSB and UCB locations that will all take place by 4/16/02

- participation is scheduled for a systemwide meeting of all the HCF's at UCOP in Oakland on April 3 - 4
- UCOP-sponsored training for new HCF's is scheduled for mid to late April
- development of a HCF website has begun with a target launch date of 5/1/02
- UCOP is updating the HCF brochure to include Davis so that we can do a targeted mailing to announce the program
- work has begun on 6 - 8 cases that have been referred internally.

The target "open for business" date is May 1st. Shall we schedule a meeting of the Advisory Committee in mid-April to review the communication plan and discuss any other aspects of the program?

Thanks.
Liz Hansen

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Received: from millard.ucdavis.edu (millard.ucdavis.edu [169.237.105.3]) by rly-zd05.mx.aol.com (v84.10) with ESMTTP id MAILRELAYINZD59-0326115041; Tue, 26 Mar 2002 11:50:41 -0500

Received: from athena.ucdavis.edu (hrm.ucdavis.edu [169.237.48.1]) by millard.ucdavis.edu (8.11.4/8.11.0/IT4.5.2) with ESMTTP id g2QGocK12192; Tue, 26 Mar 2002 08:50:38 -0800 (PST)